



**CITY OF AUBURN
PUBLIC WORKS COMMITTEE**

July 6, 2009

DRAFT MINUTES

I. CALL TO ORDER

Chairman Rich Wagner called the meeting to order at 3:00 p.m. in Council Chambers, located on the first floor of Auburn City Hall, 25 West Main Street, Auburn, Washington. Committee members present were: Chairman Rich Wagner, Vice-Chair Gene Cerino, and Member Sue Singer. Also present during the meeting were: City Attorney Dan Heid, Public Works Director Dennis Dowdy, Assistant Director/City Engineer Dennis Selle, Assistant City Engineer Ingrid Gaub, Senior Project Engineer Bill Helbig, Utilities Engineer Dan Repp, Water Quality Program Coordinator Chris Thorn, Project Engineer Jacob Sweeting, Engineering Aid Amber Mund, Street Systems Engineer Seth Wickstrom, Finance Director Shelley Coleman, Transportation Planner Joe Welsh, Patrol Officer Steven Sills, Associate City Attorney Allison Stanhope, Transportation Planner Tiffin Goodman, Project Engineer Leah Dunsdon, Traffic Engineer Pablo Para, Transportation Planner/Grants Manager Chris Hankins, Assistant Planning Director Kevin Snyder, Principal Planner Jeff Dixon, Maintenance and Operations Manager Randy Bailey, Citizen John Partridge, and Administrative Support Supervisor Gail Perkins.

II. CONSENT AGENDA

A. APPROVAL OF MINUTES

Committee Member Singer asked that page 6 of the minutes from the June 15, 2009 Public Works Committee Meeting be amended, Committee Member Singer stated that there was not consensus with Committee Members related to the appropriate use of Utility Funds for support of private development and asked to have the statement removed from the minutes in addition to some corrections of scribes errors.

It was moved by Vice-Chair Cerino, seconded by Member Singer, that the Committee approve the Public Works Committee minutes, as amended, for date, June 15, 2009.

Motion carried 3-0.

B. APPROVE RIGHT-OF-WAY USE PERMIT NO. 09-18, AUBURN DOWNTOWN ASSOCIATION ANNUAL SIDEWALK SALE AND CRAFT SHOW

Engineering Aid Mund was present. Member Singer had questions regarding hours of operation. Engineering Aid Mund stated that the event lasts all day. Committee Member Singer asked that for future events the event hours be included as part of the information provided with the agenda bill.

It was moved by Vice-Chair Cerino, seconded by Member Singer, that the Committee approve Right-of-Way Use Permit No. 09-18 for the Auburn Downtown Association Annual Sidewalk Sale and Craft Show.

Motion carried 3-0.

C. APPROVE RIGHT-OF-WAY USE PERMIT NO. 09-19, BUENA VISTA SDA SCHOOL

Engineering Aid Mund was present. There were no questions.

It was moved by Vice-Chair Cerino, seconded by Member Singer, that the Committee approve Right-of-Way Use Permit No. 09-19 for Buena Vista SDA School.

Motion carried 3-0.

D. PERMISSION TO ADVERTISE FOR PROJECT NO. CP0767, MOHAWK WETLAND MITIGATION IMPROVEMENTS

Project Engineer Dunsdon was present. Chairman Rich Wagner questioned how many feet of street were completed by the developer of the Mohawk Plastics site for the City. Staff responded approximately two blocks were completed with street, sidewalk, street trees and lighting. Chairmen Wagner asked if the required budget amendment was included in the budget amendment on the agenda tonight. Staff responded that it was.

It was moved by Vice-Chair Cerino, seconded by Member Singer, that the Committee recommend Council grant permission to advertise for Project No. CP0767, Mohawk Wetland Mitigation Improvements.

Motion carried 3-0.

E. PERMISSION TO AWARD CONTRACT NO. 09-06 FOR PROJECT NO. CP0611, M STREET NE/HARVEY ROAD AND 8TH STREET NE TO TITAN EARTHWORK, LLC ON THEIR LOW BID OF \$1,388,352.10 PLUS WASHINGTON STATE SALES TAX OF \$22,710.70 FOR A TOTAL CONTRACT PRICE OF \$1,411,206.80

Due to the scheduled date of the bid opening it was not possible to include the bid tab in Public Work Committee or City Council agenda packets. Project Engineer Sweeting provided an updated agenda bill with the bid tabulation and updated budget status sheet.

Project Engineer Sweeting stated Titan Earthworks, LLC is being recommended with a low bid of approximately 1.4 million, which is about 18 % less then the Engineer's Estimate.

Member Singer asked which funding source will benefit from the low bid. Project Engineer Sweeting stated that the primary funding source that will benefit is the Arterial Street Fund. Chairman Wagner inquired about the project start date. Engineer Sweeting stated that the notice to proceed is anticipated to be issued the week of July 22, 2009 and construction anticipated to begin the 1st week of August. The Committee discussed the scope of work to be completed and the expected road closure. Engineer Sweeting acknowledged that the contractor has five weeks to install the new sewer line and utilities between on M Street NE, between 4th and 6th Streets NE during the road closure in August. There is a monetary incentive to open the road to two lanes of traffic up to two weeks sooner. In either case, the road is required to be open prior to the beginning of school in September. Additional discussion was held concerning traffic detours and project signage.

It was moved by Vice-Chair Cerino, seconded by Member Singer, that the Committee recommend Council grant permission to award Contract No. 09-06 for Project No. CP0611, M Street NE/Harvey Road and 8th Street NE to Titan Earthworks, LLC.

Motion carried 3-0.

F. APPROVE CHANGE ORDER NO. 1 FOR PROJECT NO. CP0762, LES GOVE NEIGHBORHOOD IMPROVEMENTS – PHASE 1

Chairman Wagner asked questions regarding the budget impact of zero as listed on the budget status sheet. Project Engineer Dunsdon stated the bid came in much lower than originally anticipated and therefore there are adequate funds available within the project's water budget to complete this change order.

The Committee had additional discussion regarding the benefits of the change order.

It was moved by Vice-Chair Cerino, seconded by Member Singer, that the Committee recommend Council approve Change Order No. 1 for Project No. CP0762, Les Gove Neighborhood Improvements – Phase 1

Motion carried 3-0.

III. ISSUES

There were no Issues for Committee action.

IV. DISCUSSION AND INFORMATION

A. ORDINANCE NO. 6246 AMENDS ORDINANCE NO. 6226, WHICH AMENDS THE 2009-2010 BIENNIAL BUDGET, WHICH WAS ORIGINALLY ADOPTED ON ORDINANCE NO. 6215. THIS CURRENT ORDINANCE NO. 6246 IS FOR ADDITIONAL APPROPRIATIONS IN THE VARIOUS FUNDS

Chairman Wagner asked Financial Planning Manager Jester to explain the first page of Budget Amendment "Schedule A." Jester explained the intent of numbering system used in the amendment and that it is a summary of the past six months worth of adjustments.

The Committee continued review of the 2009 Budget Amendments. Member Singer requested an explanation of the Transportation Impact Fee payment and how it relates to the development of the Auburn Regional Medical Center. Mayor Lewis explained that this was negotiated as part of the original agreement for the parking garage that Council approved. The City agreed to pay for 50% of the Transportation Impact Fee because of participation in the parking garage. Member Singer requested that it be clarified be noted in the amendment. Member Singer also asked about the Traffic Impact Fees for the Auburn Professional Plaza. Staff responded the fees were due to the Downtown Exemption included in the City Code. Chairman Wagner asked if the state of the Equipment Rental Fund was due to a delay in making purchases. Public Works Operation Manager Bailey stated 25 vehicles were held over from 2008. Committee Member Singer requested status of property acquisition as discussed by the Council at the Budget Retreat.

B. RESOLUTION NO. 4502 DESIGNATES A REVITALIZATION AREA IN THE CITY AND AUTHORIZES THE MAYOR TO APPLY WITH THE STATE DEPARTMENT OF REVENUE FOR LOCAL REVITALIZATION FINANCING

Financial Planning Manager Jester handed out two spread sheets outlining funding timelines and a task list for the Local Revitalization Funding Process. The Committee discussed the legal requirements and priority tasks that must be completed in order to obtain financing from the State Department of Revenue for local revitalization. The City has been selected as a demonstration project and is eligible to receive \$250,000.00 per year for a period of twenty five years under Second Substitute Senate Bill 5045 for public infrastructure that promotes community and economic development. The City will need to apply before September 1, 2009. Finance, Planning, and Public Works staffs have established a proposed revitalization boundary collaboratively with Mayor Lewis. Discussion was held concerning the amount of bonding listed in the resolution. Jester explained that the amount shown in the resolution is the maximum amount of indebtedness the City can do under this process and that the actual amount of bonds issued will be determined based on the estimated costs of the project and be decided by Council prior to the issuance of the bonds.

C. HARVEY ROAD STREET TREES

Transportation Planner Welsh and Traffic Engineer Para provided maps with the location of the street trees in question. Welsh stated that the City has received public complaints about tree issues on Harvey Road. Welsh explained that this series of street trees have been in place for a number of years and the initial planting did not adequately address the potential root problem and the impacts on the surrounding infrastructure. Director Dowdy explained that these trees are planted on the edge of the right-of-way, creating issues for property owners who are trying to maintain their driveways and parking lots as well as issues with the public sidewalks. Removing the trees will prevent further damage to the curb, gutter and sidewalks.

Member Singer questioned what is going to be done with the area following removal of the trees. City Engineer/Assistant Director Selle stated trees will be taken down level with the ground and crushed rock can be placed over the tree area until a future sidewalk repair project can complete the sidewalk work. Member Singer stated that this area should be included in the next Sidewalk Replacement and Repair Project.

Planner Welsh stated it will cost the city approximately \$7,700.00 to remove the 24 trees.

D. ORDINANCE NO. 6247 AMENDING SECTIONS 10.36.020, 10.36.175, 10.36.205, 10.36.240, 10.36.255, 10.36.262, 10.36.265, 10.36.268, 10.36.270 AND 10.36.350 OF THE AUBURN CITY CODE, RELATING TO STOPPING, STANDING, AND PARKING

Transportation Planner Welsh stated the Committee requested staff review parking issues related to mailboxes and gain further information from the Post Office of there needs and public feedback and comments. Patrol Officer Sills and Transportation Planner Welsh completed additional research. Welsh reviewed the recommended changes to the code.

The most significant changes are to Section 10.36.255. Welsh summarized the recommended changes which include not to allowing parking directly in front of the mailbox at any time and restriction of parking within 15 feet of mailboxes during hours of delivery. The Committee discussed several options and the impacts of these recommendations. Vice-Chair Cerino

expressed several concerns related to the hours and the availability of parking in the evenings, recommending that the evening restriction be reduced to 6:30 pm. Chairman Wagner recommended that hours be changed to 8:00 am -6:30 pm and it was agreed by all Members that this was acceptable.

Chairman Wagner had questions about the disability parking regulations and why recommendations include the removal of a portion of the code. Associate City Attorney Stanhope stated that state law has changed and does not require the pavement handicap symbol to be present, just signing. City Attorney Heid stated that Handicap parking is one of the few areas where infractions can be enforced on private property so we want to ensure that we stay in compliance with state law. Chairman Wagner asked if these code amendments were to be moved forward tonight. Transportation Planner Welsh stated it was not intended to move to Council tonight and it was recommended postponing the review of parking strip amendments within this resolution until the next discussion.

E. ORDINANCE NO. 6211 WHICH AMENDED SECTIONS 10.36.120, 10.36.160, 10.36.170, 10.36.240, AND 10.36.270 OF THE AUBURN CITY CODE RELATING TO PARKING IN RESIDENTIAL ZONES

Transportation Planner/Grants Manager Hankins summarized the direction that was given to staff by the Committee for implementation of a test program in November 2008. Staff was asked to implement a temporary ordinance allowing parking on planter strips on R, L, and K Streets. Hankins provided photographs and a summary of the observations made by staff and residents during the test program period. Hankins stated staff does not feel that allowing parking on planting strip is the right solution. Hankins reviewed the concerns and issues that were observed. Visual character of the streetscape was poor inconsistent use for vehicle parking and maintenance. Safety concerns were identified at driveways with limited sight distance, creating hazards to other vehicles and pedestrians. Another concern was the potential impact on public utilities located within the parking strip, specifically water meters, due to the age of the infrastructure the potential for damage is greatly increased.

Transportation Planner/Grants Manager Hankins reviewed comments submitted by local residents; aesthetics, emergency vehicle access, site distance and visibility, potential water service damage, and the current use of the existing space were identified. The Committee discussed options that would potentially allow additional parking and reduce the issuance of parking tickets. The Committee asked if it is possible that an inventory of the areas where there are no curb or utility impacts could be taken.

Utilities Engineer Repp commented on the difficulties of dealing with old infrastructure in the right-of-way and stated that staff will be able to provide an inventory of areas that fit the criteria of no curb or sidewalks where utilities may be a concern. Mayor Lewis asked that staff develop a list of options and return to Committee.

Chairman Wagner expressed concern of meeting the August 31, 2009 deadline for the test period.

F. EASEMENT RELINQUISHMENT FOR THE CHADEK DEVELOPMENT ON B STREET NW

Assistant City Engineer Gaub reviewed the changes that occurred to require the relinquishment of an easement for a waterline. During construction of the development, the

waterline was relocated and a new easement for the new location will be recorded once the old easement is relinquished. Committee Members concurred with the relinquishment.

G. STORM DESIGN STANDARDS (NPDES II PERMIT REQUIREMENTS)

Utilities Engineer Repp briefed the Committee on the status of the Storm Design Standards which pertain to the NPDES II Permit Requirements. The Washington State Department of Ecology has extended the compliance deadline from August 16, 2009 to February 16, 2010.

Repp commented this will allow for additional time to cleanup the technical manual and put the standards and internal processes in order. From an economic stand point, it is beneficial as it allows developers to continue under the current standards for projects being completed this year. Utilities Engineer Repp stated that staff will return in August with the revised manual for Committee review. Repp also noted that there is still a need to have some code revisions in place by August 16, 2009. The code pertains to Illicit Discharge Detection and Elimination Requirements (a copy of the proposed code handed out to the Committee).

Staff will be taking the proposed code revisions to the next Planning and Community Development Committee meeting and return to the Public Works Committee on August 17, 2009 for action. Chairman Wagner expressed concern with the extension and how it relates to the changes to Low Impact Development Standards. Utilities Engineer Repp indicated that staff could work on modifying code and design stands in the interim to encourage Low Impact Development Standards. The Committee discussed the revisions should be moved forward. Repp said staff will work on preparing Low Impact Development documentation relating to design standards for review by Committee. City Engineer/Assistant Director Selle proposed a two part process to bring information forward to the Committee to coordinate it with the Chapter 10 Design Standards Update in progress.

Water Quality Program Coordinator Thorn briefed the Committee on the changes and impacts of the proposed revisions to the Illicit Discharge Detection and Elimination Requirements.

H. COMPREHENSIVE TRANSPORTATION PLAN UPDATE

Transportation Planner Goodman reviewed the proposed high priority bike and pedestrian routes and recommended projects from the Citizens' Arterial Task Force that potentially could be included in the Comprehensive Transportation Plan. Goodman explained the strategy behind the proposed bike routes and explained how the routes connect with the adjoining Cities and the use of the Transportation Improvement Program (TIP) for grant funding identification.

Mayor Lewis explained the justification of the removal of the West Valley Highway Route and the preferred focus on the Interurban Trail. The other Cities within the West Valley Highway corridor removed it as a bike route for safety concerns. The Committee recommended that the projects be taken to Transportation, Transit and Trails Committee for review and prioritization.

Staff will make corrections to the map as discussed, without the priorities for further Committee consideration. Member Singer suggested that a presentation of the proposed projects be made to the Downtown Redevelopment Committee and Mayor Lewis concurred.

The Priority Pedestrian Routes map was discussed and staff identified locations where there are no sidewalks. The Committee identified additional areas of concern. Chairman Wagner raised a question about school participation. Goodman explained that each school has a Safe Route Committee that makes recommendations for their specific school which are then combined into a report and review by the district's Safe Walking Route Committee. City staff works with the Safe Walking Route Committee during this process. The Committee requested a copy of the final Safe Walking Routes report from the District.

The Committee reviewed the proposed Truck Routes map and discussed the potential future truck routes indicated and route appropriateness. A question was raised about the involvement of the Citizens' Arterial Task Force in the development of the map. Director Dowdy stated that the Task Force was very involved with the development of the map and the proposed truck routes. Committee supported the recommended truck routes.

I. CODE UPDATE PROJECT – DESIGN STANDARDS

Chairman Wagner asked a question related to Design Standard 10.06 - Bike Lanes, specifically the width of the bike lane recommendations. City Engineer/Assistant Director Selle explained the intended application of the widths and the Committee recommended clarification of the written text.

Staff and the Committee discussed the justifications for the geometric radii proposed for both bike lanes and pedestrian crossings. The Committee asked questions about 10.06.114 and the bike lane buffers. Staff and the Committee talked about the different types of buffers and their preferences.

The Committee recommended additional text to allow more flexibility for the City Engineer to make interpretations and encourage bike friendly facilities be added to this section. The Committee recommended modifications to the text concerning the railroad's responsibility for all bike lanes crossing rail road property. Chairman Wagner and Member Singer asked questions regarding the definition of a complete street. Engineer City Engineer/Assistant Director Selle explained that the definition of a complete street will be included in the Comprehensive Transportation Plan. The Committee asked for language to also be included in the Design Standards.

J. CAPITAL PROJECT STATUS REPORT* (Helbig)

Assistant City Engineer Gaub distributed an update of the current and anticipated road closures. Gaub explained that currently there are no full road closures and the next to occur will be for the Les Gove Project for paving that will begin in late July and then a closure in August for M Street NE/Harvey Road Project.

Item 2 – C504A – R Street SE Utility Improvements: Chairman Wagner commented that R Street SE was looking very good and complimented staff.

Item 6 – CP0731 – 2007 Sewer Repair and Replacement: Chairman Wagner asked if this was coming for award soon, Assistant City Engineer Gaub responded the project will come to the next Committee meeting for an award recommendation along with the other two projects opening for bid this week.

Item 15 – CP0819 – Mill Creek/Peasley Canyon Culvert Replacement: Chairman Wagner asked about the status of the project. Gaub explained that the project is in the design phase with the intent to construct this year however; the road is currently located within the Washington State Department of Transportation's right-of-way and may not be the City's responsibility. Staff is currently working on this issue with the State to determine which agency is responsible.

Item 19 – C201A – M Street SE Grade Separation: Chairman Wagner asked about the status of this project and the funding from the City currently anticipated. Gaub explained that there is \$122,500 in the project in federal funds and approximately \$1.8 million is City funds currently allocated to the design of the project. The funding requirements for the FMSIB funds allocated to the City require the project be under construction by mid-year 2011.

Item 23 – C518A Downtown Water Quality Facility: Chairman Wagner requested a project update at the next Committee meeting.

V. ADJOURNMENT

There being no further business to come before the Public Works Committee, the meeting was adjourned at 5:59 p.m.

Approved this _____ day of _____, 2009.

Rich Wagner
Chairman

Jennifer Rigsby
Public Works Department Secretary